ISSD **"BITS & BYTES"**

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"Bits & Bytes" is an Information Systems Security Division, Office of Security (ISSD/OS) publication of Agency computer security news and "tid-bits" of general interest. As a recipient of "Bits & Bytes," you are encouraged to pass on your contributions and comments to ISSD/OS ☐

Sanitization and Destruction of Magnetic Data Storage Media

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Agency policy pertaining to sanitization and destruction of magnetic data storage media (e.g., magnetic diskettes) is covered in ☐ If you handle magnetic data storage media, you should become familiar with this notice.

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Sanitizing Diskettes and Files with OS/ISSD Security Programs

A new release of the "OS/ISSD Security Programs" diskette, which contains DISK-KO, FILE-KO, and other programs, is now available from ISSD. If you need a copy, or if your copy is earlier than Version 5.0, please call ISSD on

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☐ and ask for a copy of the "OS/ISSD Security Programs," Version IBM-5.0 or Version Wang-5.0 diskette.

Security Classification Hotline

A Classification Hotline has been established to provide Agency employees with a quick response to questions about document classification markings and requirements. Instructions for classifying and marking Agency documents can

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be found in ☐ and in ☐ For additional assistance, please call the Classification Hotline on ☐

Computer Security Question of the Month

What should I do if the mainframe system goes down while I am logged on?

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Answer - Call the Service Desk on ☐ and give them the following information: your USERID, the COMTEN line to which you are logged on, the mainframe system (e.g., VM2), and your terminal's answer-back number, which is on the card attached to your terminal. Do not turn off your terminal until you have been forced off the system. Remember you are responsible for the security of the terminal until you are logged off -- leaving a terminal unsecured is a security violation.

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OFFICE OF SECURITY